

COMMUNITY EVENTS FUNDING REQUEST

Community Event is an activity that is of short duration that brings together the citizens of Tigard for entertainment and/or educational purposes in a public setting.

Due: February 12, 2015

Event Name: Tigard 4th of July Celebration
Address: Tigard 4th of July, Inc., 11579 SW Pacific Hwy
City, State, Zip: Tigard, Oregon 97223
Contact Name: Ron Royse
Telephone Number: 503-620-2844
E-mail address: ron@tigardmusic.com

1. Request (express in whole dollar amounts only)	
Cash	19,485.00
	\$
In-Kind Services-hours (use of city property, city staff support, etc. Please explain the services requested on a separate sheet)	~ 1,600.00
Total Request	~ 21,085.00
	\$

2. Purpose of Funding Request:

See letter attached

3. How will this event benefit the Tigard Community?

4. How many Tigard residents do you anticipate participating in this event (or these events)?

5. Please submit the following information with this request:

- Most recent annual budget compared with the prior year's actual revenues and expenditures. The Budget should identify the period to which it applies, beginning and ending balances, major revenue sources, major expenditure categories, and number of authorized positions.
- Audit report or financial statements for the last fiscal year.
- Articles of Incorporation.*
- 501(c)(3) status.*
- Organization Bylaws*

* Information not required if it has been submitted at least once in the last five years.

Please note that a lack of adequate financial information could result in denial of request.

Tigard 4th of July, Inc.
A Not for Profit Corporation

FIN 93-1031978

(503) 620-2844
Tigard Music
11579 SW Pacific Hwy
Tigard, Oregon 97223

February 6, 2016

Toby LaFrance
Finance Director
City of Tigard
13125 S.W. Hall Blvd.
Tigard, Oregon 97223

Dear Mr. LaFrance,

The Board of Directors of Tigard 4th of July, Inc., a Non Profit Corporation, submit this letter with enclosures as our Funding Request for the Fiscal Year 2016 - 2017.

To the criteria for funding, we submit the following comments:

- (1) The Tigard Old Fashioned 4th of July Celebration is primarily for Tigard area residents; we do not advertise outside of the area.
- (2) This event is open to all citizens, with the only restrictions being no alcoholic beverages, no smoking, no personal barbecues and no personal fireworks.
- (3) We stress a family oriented type of celebration on this annual event, with effort to provide quality entertainment, a family/community style picnic atmosphere, and public opportunity to participate at no cost (unless they should desire to purchase lite dinner fare at very reasonable prices provided by a local vendor).
- (4) With twenty nine annual events successfully accomplished (the first was in 1987), we feel that the event has proven to be valuable to the community, and very affordable for the city and the citizens attending.
- (5) As with item (4), the Board of Directors feel that our success for twenty nine years, and the records we have kept, demonstrate an ability to reach our goals and keep within reasonable budget commitments.
- (6) Financial Statements are annually prepared and submitted.

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(7) The Funding Request per our previous agreements with the City of Tigard are based upon the encouragement of other sources of revenue.

We hope you find the information contained herein to be adequate for the City's budgeting purposes. We also hope you look forward to enjoying each year's event as much as we look forward to putting it on.

Last year, the City of Tigard approved an award of \$ 17,400 for the 2015/2016 fiscal year. We did not receive a supplemental allowance of \$ 2,085.00 for insurance coverage. We took a total draw on the current budget account in July of 2015.

For the fiscal year 2016/2017, the Board of Directors of Tigard 4th of July, Inc. **requests \$ 17,400.00** in contribution from the City of Tigard **plus approximately \$ 2,085.00** to assist with insurance costs we are incurring. In recent years the costs have increased, other public/private support has been increasingly difficult to obtain, and the City's insurance carrier no longer allows for the event to be insured as a City event.

With regards to City in-kind contributions, we have identified the following impacted areas:

Public Works - If the City Public Works personnel prepare the fireworks firing trench; I have been previously advised that the estimated cost is \$ 400 (1999 \$ subject to indexed adjustment).

Police Department - The Police Department is advised of the event and incurs an estimated \$ 1,200 (1999 \$ subject to indexed adjustment) of cost for what primarily is traffic control after the event. Officers are present during the event more for public relations than for any policing requirements. We support the Officers presence, making some very important contacts with the citizens and youth in particular.

Administration - Insurance for the event is no longer available through the City. Tigard 4th of July, Inc. purchases fireworks liability insurance from the fireworks supplier and general liability insurance from a Special Events carrier.

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Should you have questions about any of the above, please contact me for assistance.

Sincerely,



Ron Royse
President
RR/dbm

Enclosures

CC: Board Members

***Tax-Exemption Letter attached**

TIGARD 4TH OF JULY, INC.

Statement of Assets, Liabilities, & Fund Balance (Unaudited) December 31, 2015

		Current 12 Mo. Period	Year To Date
1000 ASSETS			
1450	Cash - Non Interest Bearing		
1451	Petty Cash	0.00	0.00
1452	General Checking Account	2,813.77	4,347.43
1460	Savings & Temp. Investments		
1461	Savings	0.00	0.00
1470	Accounts Receivable		
1471	Accounts Receivable	0.00	0.00
1476	(Uncollectable Allowance)	0.00	0.00
1480	Pledges Receivable		
1481	Pledges Receivable	0.00	0.00
1486	(Uncollectable Allowance)	0.00	0.00
1490	Grants Receivable		
1491	Grants Receivable	0.00	0.00
1500	Recievables from Related Parties		
1501	Receivables from Directors	0.00	0.00
1510	Other Receivables		
1511	Notes Receivable	0.00	0.00
1516	(Uncollectable Allowance)	0.00	0.00
1520	Inventories For Sale or Use		
1521	Inventories For Sale or Use	0.00	0.00
1530	Prepaid Expenses / Deferred Charges		
1531	Prepaid Expenses	0.00	0.00
1540	Investments - Securities		
1550	Investments - Assets		
1560	Investments - Other		
1570	Equipment		
1571	Equipment	0.00	0.00
1576	(Accumulated Depreciation)	0.00	0.00
1580	Other Assets		
	TOTAL ASSETS	2,813.77	4,347.43
2000 LIABILITIES			
2600	Accounts Payable & Accrued Exp		
2601	Accounts Payable	0.00	0.00
2610	Grants Payable		
2611	Grants Payable	0.00	0.00
2620	Revenue Designated (Future Per.)		
2621	Revenue Designated	0.00	0.00
2630	Loans from Related Parties		
2631	Loans from Directors	0.00	(45.66)
2640	Mortgages/Notes Payable		
2641	Notes Payable	0.00	0.00
2650	Other Liabilities		
2651	Other Liabilities	0.00	0.00
	Total Liabilities	0.00	(45.66)

Statement of Assets, Liabilities, & Fund Balance (Unaudited) December 31, 2015

		Current 12 Mo. Period	Year To Date
3000	FUND BALANCES		
3670	Current Funds		
3671	Unrestricted Funds	0.00	0.00
3676	Restricted Funds	0.00	0.00
3680	Equipment Fund		
3690	Endowment Fund		
3700	Other Fund		
3710	Capital Stock or Trust Principal		
3720	Paid In or Capital Surplus		
3720	Paid In	0.00	45.66
3730	Retained Earnings / Accumulated Income		
3731	Retained Earnings > 01/01/2015	0.00	(1,533.66)
3732	Current Earnings > 12/31/2015	(2,813.77)	(2,813.77)
	Total Fund Balance	(2,813.77)	(4,301.77)
	TOTAL LIABILITIES & FUND BALANCE	(2,813.77)	(4,347.43)
		(0.00)	0.00

TIGARD 4TH OF JULY, INC.
Statement of Revenue & Expense (Unaudited)

December 31, 2015

		Current 12 Mo. Period	Year To Date
4000 INCOME			
4010	Contributions, Gifts, Grants		
4011	Direct Public Support	(10.00)	(10.00)
4012	Indirect Public Support	0.00	0.00
4013	Government Grants	(17,400.00)	(17,400.00)
4020	Program Service Revenue		
4030	Membership Dues / Assessments		
4040	Interest Earnings		
4050	Dividends / Interest on Securities		
4060	Net Rental Income		
4061	Gross Rents	0.00	0.00
4066	Rental Expenses	0.00	0.00
4070	Other Investment Income		
4080	Gain / Loss from Sale of Assets		
4081	Gross Sale Amount	0.00	0.00
4086	Cost / Expense	0.00	0.00
4090	Fundraising Events		
4091	Gross Revenues	0.00	0.00
4096	Direct Expenses	0.00	0.00
4100	Gross Profit from Sales		
4101	Gross Sales Less Returns	0.00	0.00
4106	Cost of Goods Sold	0.00	0.00
4107	Cost of Goods Sold	0.00	0.00
4108	Cost of Goods Sold - Permit	0.00	0.00
4110	Other Revenue		
	Total Revenue	(17,410.00)	(17,410.00)
6000 EXPENSES			
6130	Program Service Expenses		
6131	Tigard 4th Celebration	14,488.23	14,488.23
6140	Management & General Expenses		
6141	Bank Service Charges	98.00	98.00
6142	Miscellaneous - Government	10.00	10.00
6150	Fundraising Expenses		
6151	Miscellaneous	0.00	0.00
6160	Payments to Affiliates		
	Total Expense	14,596.23	14,596.23
	(Excess) or Deficit	(2,813.77)	(2,813.77)